



# Office of Public Health and Environmental Hazards

## Emergency Preparedness Calendar



<u>January</u>	<u>February</u>	<u>March</u>	<u>April</u>
Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
<u>May</u>	<u>June</u>	<u>July</u>	<u>August</u>
Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
<u>September</u>	<u>October</u>	<u>November</u>	<u>December</u>
Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	Su Mo Tu We Th Fr Sa 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31

**Preparedness, when properly pursued, is a way of life, not a sudden, spectacular program**  
**Author Unknown**

**While we can't control natural disasters, emergencies or unexpected attacks, we can be prepared at work and at home,  
and we can protect ourselves and our families**

# January

- Find out what types of disasters are most likely to occur in your community and how to prepare for them.
- Hold a family meeting. Families should get together to talk about the steps they'll take to be ready when disaster happens in their community.
- Take Action. Each family member, regardless of age, can be responsible for helping the family be prepared. Activities can include posting emergency telephone numbers, installing smoke detectors, determining escape routes, assembling disaster supply kits and taking first aid and CPR courses.
- Practice and maintain your emergency plan. Emphasize the need to practice the plan on a regular basis so family members will remember what to do when disaster strikes. Make it fun, but try to make it real. Practice at night, with the electricity off.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>Make an Emergency Plan</b>		<b>Put together an Emergency Kit</b>				<b>1</b>
<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>
<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>
<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>
<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>
<b>30</b>	<b>31</b>					

**If a n emergency or disaster happens there are a few things that you should do right away**

**Stay calm.** Try not to panic, take time to understand what has happened and to think about what you can do to stay safe or to avoid a worse injury.

**Check the scene.** Pay attention to your surroundings to see whether you are in a safe location and if there is anyone around who needs help; if you believe that you are in danger, go to a safer location as soon as you can.

**Give and get help.** If you or others are hurt or still in danger call 911; explain what has happened, your location, the injuries that people have and whether the danger still exists. *Listen for official emergency announcements.* Local radio and television stations will give emergency updates and instructions. This is your best source of information.

**Get prepared to evacuate or shelter in place.** Follow exact evacuation routes and go to the specified shelter or select a small, interior room, with no windows to shelter in place.



# February

## Prevent pipes from freezing

**Frozen pipes can cut off your water supply. They may even burst, causing water damage to your home or business.**

### ***If the heat will be off only for a few hours***

- Wrap exposed pipes with insulation or layers of newspaper. Be careful of burns from hot water pipes.
- In extremely cold weather, open faucets slightly and run a small, constant stream of water.

### ***If the heat will be off longer than two days***

- Turn off the main water valve or pump, and the water heater and/or water heating furnace valve. Then open faucets to drain all pipes and also drain the water heater.
- Shut off the water valve to the toilet and flush until the bowl and tank are empty.
- Pour anti-freeze down drains and in toilet bowls and tanks.

### ***If the pipes freeze***

- Shut off the main water supply and open faucets. Remove any insulation around pipes.
- To thaw, expose pipes to warm air or wrap them with hot, wet rags. Never use a torch or open flame to thaw pipes. Call a plumber if these procedures do not work.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>Know your "Buddies"</b>		1	2	3	4	5
	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	<b><i>To fail to plan is to plan to fail</i></b>				

## ABC's of Preparing


- **A**ctively familiarizes yourself with VA, VHA and 13 Emergency Preparedness Plans and other educational material
- **B**egin understanding risks and recognizing avenues to alleviate those risks
- **C**ontact Buddies and understand their needs
- **D**o not panic
- **E**mpower yourself with knowledge of what needs to be done



## Fire Prevention

- Be sure that your address number is clearly visible to responding fire/rescue workers.
- Have a working smoke detector outside the bedrooms and on every floor of your home.
- Keep blankets, curtains, clothing and other combustibles away from portable heaters, wall heaters and stoves.
- Do not overload electrical outlets. Only use electrical appliances and cords in good condition.
- Use flammable liquids in well ventilated areas.
- Keep your fireplace chimney clean. Always keep fireplace doors or screens closed to prevent sparks from igniting nearby combustibles.
- Store gasoline and other flammable liquids in safety cans.

# March

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<p>If you need to use a extinguisher to fight a fire, just think of the word:</p> <p><b><u>PASS</u></b></p>	<p><b><u>P</u>ull the safety pin</b></p> 	<p><b>1</b> <b><u>A</u>im the nozzle, horn, or hose at the base of the flames.</b></p>	<p><b>2</b> <b><u>S</u>queeze handle.</b></p>	<p><b>3</b> <b><u>S</u>weep from side to side at the base of the fire until it goes out.</b></p>	<b>4</b>	<b>5</b>
<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>
<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>	<b>18</b>	<b>19</b>
<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>	<b>25</b>	<b>26</b>
<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>	<b>31</b>	<p><b><u>Hold regular fire drills to practice your home escape plan</u></b></p> <p>Practice crawling low under smoke and escaping via windows, especially using fire escape ladders.</p>	

## Fire Safety

- Plan two exit routes out of each room. Use the stairways to leave the building. Never use the elevators.
- Clean and test smoke detectors once a month. Change batteries at least once a year.
- If there is a fire, do not try to fight the fire. Get out fast.
- Be careful when opening doors – feel a closed door, cracks and doorknob with the back of your hand before you open it. If it is cool and there is no smoke at the bottom or top of the door, open it slowly. If it is warm or you see smoke at the cracks, you need to find another way out of the building.
- Do not stop for pets or possessions. Call the fire department after you are outside.
- Never go back into a burning building.



## Emergency Kits

### Assemble your **WORK** survival kit with the following:

- Snack type nutritious foods (non perishable)
- Comfortable shoes
- Change of clothes
- Bottled water
- Small first aid kit
- Blanket
- Light stick or flashlight with extra batteries
- Essential medication
- Battery operated or crank activated radio
- Ziplock bags, toilet tissue/personal hygiene items
- Whistle
- Money and change for telephone calls (pay telephones are designated as priority phones because of 9-1-1)

### Assemble your **CAR** survival kit with the following:

- Snack type nutritious foods (dried fruits, nuts, Granola bars, crackers, seeds, jerky, etc)
- Comfortable shoes
- Bottled water
- Small first aid kit (include personal medications)
- Fire extinguisher (A-B-C type)
- Flares
- Blanket (s)
- Local maps and compass
- Flashlight and batteries
- Hand tools (screwdriver, pliers, etc)
- Boy scout/Swiss Army type knife
- A pair of heavy work gloves
- Ziplock bags (toilet tissue/personal hygiene items)
- **Never let your gas tank get below ½ full.** Gas stations may not be open the first few days following a major disaster

# April

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9
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**In a home confinement scenario, a family should be prepared to survive and treat moderate medical problems for a minimum of three days (two weeks is better) without deliveries of entertainment, food, fuel, utilities, water, or power, or pickups of trash and sewage. Likely scenarios include flood, loss of bridges or roads, extreme weather, earthquakes and civil disorder.**

# May

A **radiological threat** can include an emergency at a nuclear power plant, the use of a small nuclear weapon or the setting off of a "dirty bomb." Residents living within a 10-mile radius of a nuclear power plant should be aware of the evacuation routes established for their area. A dirty bomb contains an explosive that would scatter radioactive material over a targeted area. In the event of a radiological event, think about following emergency instructions such as taking Potassium Iodide.

## Shielding, Distance and Time

- **Shielding:** Place the most heavy, dense materials available between you and the source of the radiation.
- **Distance:** The more distance between you and the source of the radiation, the less radiation you will receive.
- **Time:** Most radioactivity loses its strength fairly quickly. Limiting the time spent near the source of radiation reduces the amount of radiation exposure you will receive.

## For Your Protection

If you see an accident or incident that may involve hazardous materials, please notify the emergency authorities at 9-1-1, and briefly report what you have seen. Let the authorities handle the situation from there. **Do not approach a hazardous materials emergency scene. You may endanger your life and the lives of others.** If there is an emergency, you will be informed by the news media and the local authorities. Emergency officials will provide timely, accurate information and instructions. Do as they say.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30 For a terrorist incident adapt, as appropriate, the same techniques used to prepare for tornadoes, fires, and other emergencies.	31	A terrorism threat we may face is that of Weapons of Mass Destruction (WMD). The acronym "B-NICE" describes the five classification of WMD's defined in the Biological Weapons and Terrorism Act Biological Nuclear Incendiary Chemical Explosive			

## Biological Materials:

Indicators of an attack: Unusual number of people displaying flu-like symptoms

- Unusual/unscheduled spraying
- Abandoned spraying devices
- Unseasonable illness
- Several people suffering from food poisoning
- A report of attack is announced

## Chemical Materials:

Indicators of an attack include:

- Groups of people displaying unusual behavior and signs of exposure
- Abandoned spraying devices
- Unusual fogs, clouds or mists
- Pools of liquid with unusual unidentified source
- Complaints of abnormal odors
- An unusual amount of dead animals, birds or insects

# June

## Category One Hurricane:

- Winds 74-95 mph
- Storm surge generally 4-5 ft above normal.
- No real damage to building structures.

Damage primarily to unanchored mobile homes, shrubbery, and trees.

- Some coastal road flooding and minor pier damage.

## Category Two Hurricane:

- Winds 96-110 mph. Storm surge generally 6-8 feet above normal.
- Some roofing material, door, and window damage of buildings.
- Considerable damage to shrubbery and trees with some trees blown down. Considerable damage to mobile homes, poorly constructed signs, and piers. Coastal and low-lying escape routes flood 2-4 hours before arrival of the hurricane center.

## Category Three Hurricane:

- Winds 111-130 mph. Storm surge generally 9-12 ft above normal.
- Damage to shrubbery and trees with foliage blown off trees and large trees blown down.
- Low-lying escape routes are cut by rising water 3-5 hours before arrival of the center of the hurricane.

## Category Four Hurricane:

- Winds 131-155 mph. Storm surge generally 13-18 ft above normal.
- Shrubs, trees, and all signs are blown down. Complete destruction of mobile homes.
- Low-lying escape routes may be cut by rising water 3-5 hours before arrival of the center of the hurricane.

## Category Five Hurricane:

- Winds greater than 155 mph. Storm surge generally greater than 18 ft above normal.
- All shrubs, trees, and signs blown down. Complete destruction of mobile homes. Severe and extensive window and door damage.
- Low-lying escape routes are cut by rising water 3-5 hours before arrival of the center of the hurricane.
- Massive evacuation of residential areas on low ground within 5-10 miles of the shoreline may be required.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	Check to see your stored water has expired and needs to be replaced (Replace every 6 months if you filled your own containers. Store-bought water will have an expiration date on the container)  Check the dates on stored on stored food and replace as needed	



## Preparing for a Hurricane

You must consider a hurricane a serious, life-threatening situation, and take necessary measures to ensure your family's safety, well in advance of hurricane season  
(June 1 - November 30).



# July

## Pet Preparedness

Check with your veterinarian for specific information on disaster preparedness.

Your pet emergency kit should include a bowl, food, pet medication, travel cage, kennel, leash, and blanket for bedding, plastic bags and paper towels for disposing of waste, immunization records, pet medical history, and a favorite toy.

## During a Disaster

- Bring your pets inside immediately. Animals have instincts about severe weather changes and will often isolate themselves if they are afraid.
- Make sure all dogs and cats are wearing collars that are securely fastened and have ID tags containing up-to-date information. Attach to the collar or tag the phone number and address of a friend or relative outside the disaster area. You can buy temporary tags or put adhesive tape on the back of your pet's ID tag.
- Never leave a pet outside or tied up
- If you have no alternative but to leave your pet at home, there are some precautions you must take; but remember that leaving your pet at home alone can place your animal in danger! Confine your pet to a safe area inside. Place a notice outside in a visible area advising what pets are in the house and where they are located. Provide a phone number where you or a contact can be reached as well as the name and number of your vet.

## AFTER A DISASTER

In the first few days after a disaster, leash your pets when they go outside. Always maintain close contact. Familiar scents and landmarks may be altered and your pet may become confused and lost. The behavior of your pets may change after an emergency. Normally quiet and friendly pets may become aggressive or defensive. Watch animals closely. Leash dogs and place them in a fenced yard with access to shelter and water.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						





# August

## Preparedness for Persons WITH SPECIAL NEEDS

- Contact your local emergency information management office. Many local emergency management offices maintain registers of people with disabilities so they can be located and assisted quickly in a disaster.
- Consider getting a medical alert system.
- Team up with a family member, friend, neighbor, or other available person who can assist you, and be sure they are familiar with your special needs.
- Determine the locations of wheelchair accessible emergency shelters, if necessary.
- Find out the locations of emergency shelters that do or do not accept service animals.
- Prepare a kit (in addition to emergency kit) that includes a 14-day supply of all medications. Include medical information (e.g., detailed information about the specifications of your medication regime, a list of the style and serial numbers of medical devices such as pacemakers, names and locations of doctors, diagnosis if relevant, special food requirements or allergies, etc.).
- Have oxygen, catheters, and other medical or special equipment on hand.
- Store back-up equipment, such as a manual wheelchair, at a neighbor's home, school, or workplace.
- If you have a severe speech, language, or hearing disability:
- Store writing pad and pencils to communicate with others.
- Remind people that you cannot hear and ask them to be your source of emergency information as it comes over their radio or TV.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31	<ul style="list-style-type: none"> <li>➤ <b>Monthly</b> <ul style="list-style-type: none"> <li>▪ Check smoke detectors</li> </ul> </li> <li>➤ <b>Every Six Months</b> <ul style="list-style-type: none"> <li>▪ Review and practice disaster plans</li> <li>▪ Conduct fire drills</li> <li>▪ Replace food and water in kit</li> </ul> </li> <li>➤ <b>Annually</b> <ul style="list-style-type: none"> <li>▪ Check if fire extinguisher is fully charged</li> <li>▪ Replace batteries in smoke detectors</li> </ul> </li> </ul>		

- Prepare for the requirements of your working service animal, and be aware they may become disoriented in an emergency.
- Within reach of your bed have a flashlight, shoes, wheelchair, or cane -- whatever you need (including any mobility devices) to get out of bed and move around.
- Have a whistle attached to a flashlight, and one also in your emergency kit. This will help attract attention to your location.
- If you require oxygen, check with your supplier about emergency plans.

## Emergency planning for children

Helping children prepare for disasters can go far in helping them understand what's going on during a disaster. Here are some things that should be discussed with children in preparation for a disaster:

- Explain that a disaster is something that may hurt people and cause damage.
- Explain that when people know what to do and practice in advance, everyone is better able to handle emergencies.
- Help children recognize the warning signs for disasters, such as the city's emergency sirens and/or emergency alerts.
- Teach children how and when to call for help. Make sure your children know how to contact you at work and know their home address.
- Teach them to look to their parents or guardians for help when they feel scared or confused. Tell them not to be afraid to ask questions.
- Teach children to call your family contact in case they are separated from the group in an emergency.

# September

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
<b>Information vs. Overload</b> <ul style="list-style-type: none"><li>• Limit TV and Radio coverage<ul style="list-style-type: none"><li>– news sells</li><li>– preoccupation with immediate and sensational</li><li>– constant viewing/listening can create sense of immediate risk/panic</li></ul></li><li>• Use non-commercial channels or public radio<ul style="list-style-type: none"><li>– learn what you need to know about instructions, expected conditions</li></ul></li></ul>				<b>1</b>	<b>2</b>	<b>3</b>
<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>
<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>17</b>
<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>	<b>23</b>	<b>24</b>
<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>	<b>30</b>	

### In the wake of disasters, violent events or other stressful event, our reactions can:

**Affect us physically:** For example, we may have headaches, back pain, stomach aches, diarrhea, problems with sleeping, tightness in neck and shoulders, low energy or general tiredness, loss of appetite or tendency to eat more "comfort foods" or use more alcohol, drugs and tobacco.

**Affect us emotionally:** For example, we may feel sad, angry, guilty, helpless, numb, confused, discouraged, worried and anxious about the future, and afraid that a similar event may reoccur. Feelings can come and go like the tides, building up then fading away, only to come back and fade away again. They can also come out of the blue when we least expect it.

**Affect our thinking:** For example, it may be hard to concentrate, to stop thinking about the events, hard to remember day-to-day things. Memories of other sad or difficult events from the past may surface. Thoughts, like feelings, can also come out of the blue, while reading, talking, having a meeting, driving, etc.

**Affect our sense of safety:** For example, we may find it hard to leave home or loved ones; we may tend to overprotect our children; or, we may be nervous about travelling by plane.

### **These reactions are normal in situations of stress**

Most of us have had some of these reactions. Some of us may feel them more strongly or more often than others, but it is reassuring to know that these are common reactions when people experience a very stressful event. In other words, you are not alone.

Stressful events, even major crises, are part of life. In most cases, our life experience has given us the strengths and skills we need to gradually work through our feelings and reactions. Friends and family can help.



### FLOODING

- As little as one foot of moving water can move most cars off the road.
- Just six inches of fast-moving floodwater can sweep a person off his or her feet.
- Do not wade through or allow children to play in floodwaters.
- Do not attempt to drive on flooded roads or bridges.
- Listen to the National Weather Service on your weather radio and monitor local media for flood watches and warnings.
- Receding floodwaters and debris that collects standing water create habitats for mosquitoes to breed. Mosquitoes and infected birds can spread disease.
- Water can also become contaminated with bacteria, making it unsafe to drink unless properly treated.
- Protect yourself from mosquito borne diseases by wearing long sleeves, pants and socks. Use a repellent such as DEET and stay indoors at dusk and dawn.

# October

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31	<b>Panic vs. Complacency</b> <ul style="list-style-type: none"> <li>• Accept that we can't predict all risks</li> <li>• Act on what we can control</li> <li>–What do you NEED to know when a threat is present?</li> <li>–Who else NEEDS to know?</li> <li>–Who is VULNERABLE IN SPECIAL WAYS?</li> <li>–WHAT CAN YOU DO to assist those who need support?</li> </ul>				

### TORNADO

A tornado can travel for miles along the ground, lift and suddenly change direction and strike again. There is little you can do to protect your home or workplace from the strength of tornado winds, but there are actions you can take to protect yourself and your family better.



**Keep alert to changing weather conditions.** Tornadoes are formed by severe thunderstorms, most frequently in the spring and summer. A **tornado watch** is given when weather is favorable to the formation of tornadoes. A **tornado warning** is given when a tornado funnel is sighted or indicated by radar. You should take shelter immediately. Because tornadoes can form and move quickly, there may not be time for a warning.

**Take shelter immediately when you hear a tornado warning or see a funnel cloud.** Most often warnings will be given by local radio and television stations. In addition, some communities have sirens or whistles to warn of natural disasters. During a tornado watch, be prepared to take shelter immediately if conditions worsen.

**Know where your shelter is before you need it.** Although there is no guaranteed safe place during a tornado, some locations are better than others. Go to an area such as a cellar or basement or a small room on the lowest floor. If you are outside try to find the lowest ground, a ditch or ravine.

Break away bars for windows:  
Security bars may help keep your family safe from intruders, but they can also trap you in a deadly fire. Windows and doors with security bars must have working quick release devices to allow them to be opened immediately in an emergency. All windows and doors should be checked at least twice a year, preferably at seasonal time changes, to insure proper operation. Make sure everyone in the family understands and practices how to properly operate and open locked or barred doors and windows.

To prepare yourself and your family from cyber attacks, you should be ready to do without services you normally depend on that could be disrupted, such as electricity, telephone, natural gas, gasoline pumps, cash registers, ATM machines and Internet transactions. Also, be prepared to respond to official instructions if a cyber attack triggers other hazards, such as a nuclear power plant incident or dam system failures. The following are some tips to protect you from cyber threats at home or work:

- Use anti-virus software and regularly download security protection updates.
- Make sure you're dealing with credible sources before providing credit card numbers, social security numbers and other personal information to people or organizations online.
- Do not open e-mail from unknown sources.
- Use hard-to-guess passwords and keep them private.
- Protect computers and networks with firewalls.

# November

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
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27	28	29	30			

If someone with you is sick or hurt follow these basic first aid steps:

## ***Check – Call –Care***

***Check the scene.*** Make sure it is safe for you to get closer, then check the injured person to see if she/he has any life-threatening conditions (i.e. constant or sudden chest pain, trouble breathing, heavy bleeding, lack of consciousness or severe injuries from falls, head wounds, or burns).

***Call for help.*** If the injured person has any of the life-threatening conditions listed above, call 911 right away or have someone else call while you stay with the person.

***Care.*** Do your best to comfort the sick person and prevent further injury until emergency workers arrive.



# December

- A **winter storm watch** indicates severe winter weather may affect your area.
- A **winter storm warning** indicates severe winter weather conditions are definitely on the way or may be occurring.
- A **blizzard warning** means large amounts of falling or blowing snow and sustained winds of at least 35 miles per hour are expected for several hours.

## Wind Chill

The wind chill is based on the rate of heat loss from exposed skin caused by combined effects of wind and cold. As the wind increases, heat is carried away from the body at an accelerated rate, driving down the body temperature.

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

## **STOP** If you are lost in a Winter Storm

**S**-Stop where you are. Stop, relax and regain your composure.

**T**-Think - keep your cool. Use your brain; it is your best survival tool. Make sure you have a clear head before making any decisions.

**O**-Observe your surroundings, your equipment and your physical condition.

**P**-Plan a course of action. Consider all factors, adopt a plan which best utilizes your skill, knowledge, equipment and your physical and mental state. Prevent and care for physical injuries, protect yourself from the elements, and prepare signals for attracting rescue

Supplies can help in an emergency. Keep basic items on hand and available such as a windshield scraper, battery booster cables, a bag of sand or gravel, and a flash light. For longer trips you might want to add a portable radio (and don't forget extra batteries), a first aid kit, road maps, some non-perishable food items such as nuts, dried fruit, and/or candy, and a blanket or quilt.

## **EMERGENCY TELEPHONE NUMBERS**

This address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

This telephone number \_\_\_\_\_

Statewide Emergency Number \_\_\_\_\_  
Rescue Squad \_\_\_\_\_  
Ambulance \_\_\_\_\_  
Hospital Emergency \_\_\_\_\_  
Fire Department \_\_\_\_\_  
Police \_\_\_\_\_  
Highway Patrol \_\_\_\_\_  
Sheriff \_\_\_\_\_  
Poison Control Center \_\_\_\_\_  
Red Cross \_\_\_\_\_  
Family Doctor \_\_\_\_\_  
Pediatrician \_\_\_\_\_  
Dentist \_\_\_\_\_  
Father's Work \_\_\_\_\_  
Mother's Work \_\_\_\_\_  
Electric Company \_\_\_\_\_  
Gas Company \_\_\_\_\_  
Oil Company \_\_\_\_\_  
Water Department \_\_\_\_\_  
School(s) \_\_\_\_\_  
Day Care \_\_\_\_\_

Local Contact \_\_\_\_\_  
Phone \_\_\_\_\_

Out of State Contact \_\_\_\_\_  
Phone \_\_\_\_\_

Other \_\_\_\_\_  
Phone \_\_\_\_\_

This address \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

This telephone number \_\_\_\_\_

Statewide Emergency Number \_\_\_\_\_  
Rescue Squad \_\_\_\_\_  
Ambulance \_\_\_\_\_  
Hospital Emergency \_\_\_\_\_  
Fire Department \_\_\_\_\_  
Police \_\_\_\_\_  
Highway Patrol \_\_\_\_\_  
Sheriff \_\_\_\_\_  
Poison Control Center \_\_\_\_\_  
Red Cross \_\_\_\_\_  
Family Doctor \_\_\_\_\_  
Pediatrician \_\_\_\_\_  
Dentist \_\_\_\_\_  
Father's Work \_\_\_\_\_  
Mother's Work \_\_\_\_\_  
Electric Company \_\_\_\_\_  
Gas Company \_\_\_\_\_  
Oil Company \_\_\_\_\_  
Water Department \_\_\_\_\_  
School(s) \_\_\_\_\_  
Day Care \_\_\_\_\_

Local Contact \_\_\_\_\_  
Phone \_\_\_\_\_

Out of State Contact \_\_\_\_\_  
Phone \_\_\_\_\_

Other \_\_\_\_\_  
Phone \_\_\_\_\_

## FAMILY DISASTER PLAN

Emergency Meeting Place \_\_\_\_\_  
(outside your home)

Meeting Place \_\_\_\_\_  
(outside your neighborhood)

Address \_\_\_\_\_

\_\_\_\_\_

Telephone Number \_\_\_\_\_

In State Contact Telephone Number \_\_\_\_\_

Out of State Contact Telephone Number \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ St: \_\_\_\_\_

Zip: \_\_\_\_\_

In Emergency

Call: \_\_\_\_\_

Phone#: \_\_\_\_\_

Physician: \_\_\_\_\_

Physicians Phone: \_\_\_\_\_

Date This Card Completed: \_\_\_\_\_ Blood

Type: \_\_\_\_\_ (over)

Medical Conditions: \_\_\_\_\_

Current Medications: \_\_\_\_\_

Dangerous Allergies: \_\_\_\_\_

Pharmacy: \_\_\_\_\_

Phone: \_\_\_\_\_

Name of Family Member	Work/School	If at (place), will go to (place)	Address and phone number of safe place
	Phone and Address (include suite or classroom #)		





## Office of Public Health and Environmental Hazards

<http://www.vethealth.cio.med.va.gov/>

IB 10-182

April 2004

### For Radiological Warfare Response

Radiation Emergency Assistance

Center (REAC/TS)

865-576-1005

<http://www.orau.gov/reacts/>

Armed Forces Radiobiology

301-295-0530

<http://www.afri.usuhs.mil/>

### For Biological Warfare Response:

CDC

770-488-7100

<http://www.bt.cdc.gov/>

University of Pittsburgh MC Center  
for Biosecurity

<http://www.upmc-biosecurity.org>

### For Chemical Warfare Response:

DOJ Chem-bio Help Line

800-368-6498

Decontamination Information

<http://www.va.gov/EnvironAgents>



## Terrorism Response Contact Information

### Veterans Health Administration

[http://www1.va.gov/health\\_benefits/](http://www1.va.gov/health_benefits/)

Dept. of Homeland Security

<http://www.dhs.gov/dhspublic/index.jsp>

Dept. of Justice (DOJ)

Preparedness Hotline

800-424-8802

<http://www.ojp.usdoj.gov/>

FBI

<http://www.fbi.gov/>

FBI Field Offices/State Tele No.

<http://www.fbi.gov/contact/fo/fo.htm>

Centers for Disease Control

770-488-7100

<http://www.cdc.gov/>

Association of State and

Territorial Health Officers

202-371-9090

<http://www.atsdr.cdc.gov/HEC/natorg/astho.html>

U.S. Infectious Disease Society

<http://www.idsociety.org/>

World Health Organization

<http://www.who.int/en/>

VHA Emergency Management

1 888-540-8802

<http://www.va.gov/emshg>

## CARDIOPULMONARY RESUSCITATION CPR ABC's

**A**irway - Open the airway with the tilt-chin method.  
**B**reath - give two breaths.  
**C**heck - circulation.



### UNIVERSAL PRECAUTIONS:

The routine use of appropriate barrier precautions to prevent skin and mucous membrane exposure when contact with blood or other body fluids of any individual may occur or is anticipated.

Universal Precautions apply to blood and to all other body fluids with potential for spreading any infections.



### STEP 1 : A = Airway

Open the airway by tilting the head back.



### STEP 2 : B = Breathing

Look, listen and feel for evidence of breathing.

If there is no breathing, give two strong breaths into the person's mouth.



Check that the rib cage rises with each breath. If this does not occur, repeat STEP 1.



### STEP 3 : C = Circulation

- Check for pulse at the neck. If there is a pulse, give the patient mouth to mouth breathing until breathing returns.

If there is no pulse, lie the patient flat on his back and start chest compression as for a single operator (if one rescuer is present) or two operators (if two rescuers are present).

### Shelter in Place at Home

- Immediately take your family and pets to the room you've chosen as a shelter. If your children are at school, do not leave your house to go get them. Going outside could expose yourself to danger. Also, schools have emergency plans of their own.
- Shut off heating, cooling and fans that draw in air from the outside. If you have a fireplace, close the damper.
- Shut and lock doors and windows. Locking makes a better seal. Cover any windows with plastic sheeting. Seal cracks around the door and windows with duct tape.
- Turn on a radio or television to a local station that broadcasts emergency information. Stay tuned until the "all clear" message is broadcast.
- Stay off the phone. It should be used for emergency calls only.
- Be prepared to evacuate if ordered to do so by public safety officials. Evacuation instructions will be announced over the emergency broadcast system.

### Shelter in Place at Work

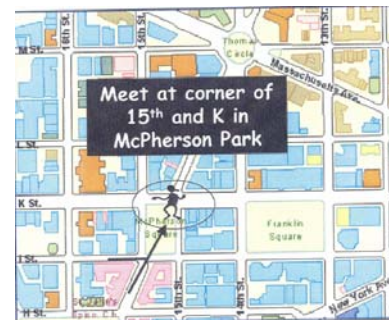
- The PA system will advise if decision is made to shelter-in-place
- Move to assigned room
- Wait for an ALL Clear announcement before returning to your work area

### Evacuate at Home

- Listen to a battery operated radio for the location of open public shelters and evacuation routes.
- Follow the instructions of local officials.
- Wear protective clothing and sturdy shoes.
- Take your disaster supply kit
- Lock your home.
- Use travel routes which have specified by local official officials.
- Shut off all utilities: water, gas and electric.
- Let others know where you are going and how you can be reached.
- Make arrangements for you pets

### Evacuate at Work

- A building evacuation will occur when a fire and/or life safety emergency occurs, the fire alarm evacuation device are activated, and/or upon notification,
- Be aware of all exits from your area and building. Know the routes from your work area. .
- When the fire alarm evacuation devices sound, or when told to leave by emergency response personnel, **WALK** quickly to the nearest marked exit and ask others to do the same. **DO NOT** use elevators unless directed.
- **ASSIST** those persons who are disabled to exit the building! Elevators may be used to evacuate disabled persons **ONLY** after the elevator has been declared safe. Once outside, go to \_\_\_\_\_



Following are a number of supplies you may need in an emergency. There are seven basics you should assemble: water, food, first aid supplies, tools and emergency supplies, clothing and bedding, family documents and special items.

#### **Water**

- Store water in sealed, unbreakable containers. Avoid containers that will decompose or break. Store one gallon of water per person per day. Identify the storage date and replace every six months.

#### **Food**

- Store nonperishable food according to your needs. Select foods that require no refrigeration, little preparation or cooking, and little or no water. Select food items that are compact and lightweight.
- Include a selection of ready-to-eat canned meats, fruits, and vegetables.

#### **Clothing and Bedding**

- Include at least one complete change of clothing and footwear per person
- Sturdy shoes or work boots
- Rain gear
- Blankets or sleeping bags
- Hat and gloves
- Thermal underwear
- Sunglasses

**First Aid Kit.** Assemble a first aid kit for your home and one for each car. A first aid kit should include:

- Sterile adhesive bandages in assorted sizes
- Assorted sizes of safety pins
- Cleansing agent/soap
- Latex gloves (2 pairs)
- Sunscreen
- 2-inch sterile gauze pads (4-6)
- 4-inch sterile gauze pads (4-6)
- Triangular bandages (3)
- 2-inch sterile roller bandages (3 rolls)
- 3-inch sterile roller bandages (3 rolls)
- Scissors
- Tweezers
- Needle
- Moistened towelettes
- Antiseptic
- Thermometer
- Tube of petroleum jelly or other lubricant
- First aid manual

**Important family documents.** Keep these records in a waterproof, portable container:

- Passports, social security cards, immunization records
- Insurance policies, contracts, deeds, stocks and bonds
- Bank account numbers
- Credit card account numbers and companies
- Name and address of relative or friend who
- should be notified if you are injured
- Inventory of valuable household goods, important telephone numbers
- Family records (birth, marriage, death certificates)

#### **Tools and Supplies**

- Mess kits, or paper cups, plates, and plastic utensils
- Emergency preparedness manual
- Battery-operated radio and extra -batteries\*
- Flashlight and extra batteries
- Cash or traveler's checks, change
- Non-electric can opener, utility knife
- Fire extinguisher: small canister A-B-C type
- Tent
- Pliers
- Tape
- Compass
- Matches in a waterproof container
- Aluminum foil
- Plastic storage containers
- Signal flare
- Paper, pencil
- Needles, thread
- Medicine dropper
- Wrench to turn off household gas and water
- Whistle
- Plastic sheeting
- Map of the area (for evacuating or locating shelters)

#### **Special Items For baby**

- Formula
- Diapers
- Bottles
- Powdered milk
- Medications

#### **For adults**

- Denture needs
- Contact lenses and supplies
- Extra eye glasses
- Medications

#### **For children**

- Games and books

## Additional Information

**The Office of Public Health and Environmental Terrorism and Preparedness website.** Access: <http://vaww.vhaco.va.gov/pubhealth/terror.htm>

**The Emergency Management Strategic Healthcare Group (EMSHG) Home Page.** Here you can learn about our organization, its missions, accomplishments, and current activities relating to disaster response and recovery operations. Access: <http://vaww1.va.gov/emshg/>

**Biological, Chemical, Radiation Induced Illnesses Pocket Cards .** Access: [http://www.oqp.med.va.gov/cpg/BCR/BCR\\_Base.htm](http://www.oqp.med.va.gov/cpg/BCR/BCR_Base.htm)

**Disaster Mental Health: Dealing with the Aftereffects of Terrorism on the** The National Center for Post-Traumatic Stress Disorder (PTSD) web site. Access: <http://www.ncptsd.org/disaster.html>

**Environmental Protection Agency** Emergency Response Program. Access: <http://www.epa.gov/superfund/programs/er/index.htm>

**CBS News Disaster Links.** Hundreds of links to primarily news-related sites on the full range of disaster events, from anthrax to wildfires. No annotations are provided, but links are categorized by specific subject headings. Access: <http://www.cbsnews.com/digitaldan/disaster/disasters.shtml>.

**Disaster Central.** Maintained by emergency management researcher, consultant, and educator Claire B. Rubin, this site provides an extensive set of links to recent research reports and other documents on emergency management, terrorism, homeland security, state and local government, critical infrastructure, health and medicine, policy analysis, and risk management. This site is an excellent source for full-text documents online. Access: <http://www.disaster-central.com/>.

**Federal Emergency Management Agency (FEMA).** FEMA is an independent agency tasked with responding to, planning for, recovering from, and mitigating disaster. Their site includes many customer service links and directories of state offices and agencies. Links to hundreds of FEMA publications, many with a community and consumer focus, are provided. Access: <http://www.fema.gov>.

**Anser Institute for Homeland Security.** The Anser Institute is dedicated to enhancing public safety. This site offers many resources Access: <http://www.homelandsecurity.org/resources.asp>

**Department of Homeland Security.** This site provides background information on the new department, including legislation, transcripts of speeches and online chats, and details on organizational structure. Links to other sites on homeland security policies and news are also included. Access: <http://www.whitehouse.gov/deptofhomeland>.

**National Homeland Security Knowledge Base.** This site provides an extensive set of links to U.S. and other government agencies as well as international and research organizations. Focus is on various threats to homeland security, including nuclear/radiological, biological, chemical, and explosives, as well as natural disasters. Access: <http://www.twotigersonline.com/resources.html>.

**Disaster Mental Health Services.** Published by the Department of Veterans Affairs and the National Center for Post-Traumatic Stress Disorder Education, Disaster Mental Health Services is a 170-page guidebook that serves as an introduction to the field of disaster mental health for clinicians and administrators. The book focuses on response strategies, team formation, and working with the Federal Disaster Response System. Access: <http://www.wramc.amedd.army.mil/departments/socialwork/provider/DMHS.htm>.

**U.S. Centers for Disease Control and Prevention (CDC).** This extensive site includes health standards and statistics, fact sheets on health information and disease prevention, and health-related news stories. Brochures, software, and other publications are available for download and by order from CDC. Access: <http://www.cdc.gov/>.

**U.S. Department of Health & Human Services/Office of Emergency Preparedness.** This office is responsible for coordinating federal health, medical, and social services in response to natural disasters, technological disasters, major transportation accidents, and terrorist attacks. Their site includes information on the office's Counter Terrorism Program, the National Disaster Medical System (NDMS), and the Metropolitan Medical Response System (MMRS). Access: <http://www.oep.dhhs.gov/>.

**Advice for Safeguarding Buildings Against Chemical or Biological Attack.** From the Indoor Environment Department at Lawrence Berkeley National Laboratory, this site provides several pages of specific recommendations on safeguards against attack as well as strategies to employ during attack. Also included are links to several other sites on chemical, biological, and radiological attacks. Access: <http://securebuildings.lbl.gov/>.

**The National Institute for Occupational Safety and Health (NIOSH),** part of the Centers for Disease Control (CDC), has issued guidance for protecting buildings from an airborne chemical, biological, or radiological attack . Access: <http://www.cdc.gov/niosh/bldvent/2002-139.html>

**U.S. Department of Defense News,** about the War on Terrorism. Access: <http://www.defendamerica.mil/>

**The American Red Cross** provides extensive information on disaster mitigation, management, and recovery. Access: <http://www.redcross.org>

**The U.S. Geological Survey (USGS)** maintains many Web sites with much useful information on geologic hazards, including a Hazards Theme Page. Access: <http://www.usgs.gov/themes/hazard.html>

**Disaster Links** ,Site with links to near real time info on Wildfires, flood threat, Hurricane info, Earthquakes, Weather, traffic, Tsunami, volcano, storm prediction, meat and poultry recall info, school closings, food safety and pollen forecasts. Access: <http://www.disasterlinks.com>

**Weather,** Site with the latest weather storms across the country. See maps of selected areas, states or weather conditions. Access: [http://www.accuweather.com/adcbn/public/us\\_getcity.asp?partner=accuweather](http://www.accuweather.com/adcbn/public/us_getcity.asp?partner=accuweather)

**The Weather Channel** Access: <http://www.weather.com/>

**National Weather Service** [www.nws.noaa.gov](http://www.nws.noaa.gov)

**Ready America** from the office of Homeland Security. Access: <http://www.ready.gov/index.html>

**A Guide to Citizen Preparedness** <http://www.fema.gov/areyouready/>

**Disaster Help** This web site is part of the President's Disaster Management Egov Initiative - a larger initiative aimed at greatly enhancing Disaster Management on an interagency and intergovernmental basis. Access: <https://disasterhelp.gov/portal/jhtml/index.jhtml>

**Food Security and Emergency Preparedness.** The Food Safety and Inspection Service (FSIS) is the public health agency in the U.S. Department of Agriculture responsible for ensuring that the nation's commercial supply of meat, poultry, and egg products is safe, wholesome, and correctly labeled and packaged. Access: [http://www.fsis.usda.gov/Food\\_Security\\_&\\_Emergency\\_Preparedness/index.asp](http://www.fsis.usda.gov/Food_Security_&_Emergency_Preparedness/index.asp)

D.C. officials have identified 14 routes out of downtown Washington D.C. that commuters should use if there is an emergency.

A map of the identified evacuation routes is available online. You may want to print it out and keep it with your evacuation supplies.

The routes extend toward the Capital Beltway. Road signs do not spell out that the roads are emergency routes. Officials say commuters should follow signs directing them to the Beltway (I-495).

Pennsylvania Avenue serves as the dividing line for the emergency plan. People north of Pennsylvania Avenue will be directed to take north, east and westbound evacuation routes. People south of Pennsylvania Avenue will be directed toward south, east and westbound evacuation routes. No one will be allowed to cross Pennsylvania Avenue during an emergency evacuation.

During a major emergency, D.C. officials say traffic signals will be retimed to allow a maximum number of cars to leave the city. Some traffic signals will operate on four-minute cycles. In addition, uniformed police officers will be positioned at key intersections along evacuation routes to keep traffic flowing. Access: <http://ddot.dc.gov/ddot/frames.asp?doc=/ddot/lib/ddot/information/pdf/ddot-event-map-large.pdf&open=|32399|>